FSW Test Review Form

Test Name:		Review Date:

Review Type:	☐ Scenario ☐ Procedure ☐ Test Results	Duration:

Review Participant	Prep Time	Review Participant	Prep Time
1. Presenter:		5.	
2.		6.	
3.		7.	
4.		8.	

Issue/Comment	Resolution
1.	1.
2.	2.
3.	3.
4.	4.
5.	5.
6.	6.

Issues Resolution Due Date: _____

☐ Check here if no issues were assigned during peer review.

Peer Review Approval

Approval signature below certifies that this test product has been reviewed in accordance with the instructions on this form and that the meets the specified criteria on this form.

Test Lead: _____   **Date:** _____

Instructions for Test Peer Review	**(version 1.2 – 01/03/06)**

Prior to the review:

1. The **test product developer** shall assemble the **test review package**.
   1.1. For Test Scenario reviews, the package shall include a copy of the scenario and any supporting material.
   1.2. For Test Procedure reviews, the package shall include a copy of the test procedure, sub-procedures, input files, simulator namelist files, etc.
   1.3. For Test Results reviews, the package shall include the test results package described in FSW Test Plan.
2. The **Test Lead** shall prepare for the review by doing the following:
   2.1. Schedule a time and place for the review.
   2.2. Compile the list of required review attendees. In addition to the Test Lead and the test product developer, this list shall include relevant subsystem experts (e.g., FSW PDL, FSW developers, GN&C analysts, power subsystem analysts, FOT members), and other members of the FSW test team.
   2.3. Email a notice to the reviewers with the test review package attached. This email shall be sent out early enough to give the attendees sufficient time to review the package. The email shall contain the relevant **review criteria** (listed below).
   2.4. Bring a hardcopy of the FSB standard FSW Test Review Form to the review. This form can be accessed at: http://fsw.gsfc.nasa.gov/internal/StandardsBaselined.cfm
3. The **reviewers** shall evaluate the test review package prior to the review.

During the review:

1. The Test Lead shall record on the form the names of the review attendees and the amount of time that each spent preparing for the review. Note, for the presenter, record only the time preparing the test review package.
2. The reviewers shall evaluate the test product developer's presentation according to the following review criteria:
   a. Test Scenario Review Criteria
   - Test scenario complies with the FSW Test Plan and the test scenario template.
   - Test scenario elements (i.e. prerequisite conditions, steps, expected results, etc.) are correct and complete.
   - Each FSW requirement allocated to the test is successfully executed by the test scenario logic.
   - Test scenario complies with requirements-to-test traceability matrix.
   b. Test Procedure Review Criteria
   - Test procedure complies with the FSW Test Plan and the test procedure template.
   - Test procedure, sub-procedures, input files, simulator namelist files, etc. are correct and complete.
   - Test procedure is consistent with the scenario and will verify appropriate FSW requirements.
   - Test procedure complies with requirements-to-test traceability matrix.
   c. Test Results Review Criteria
   - Testing was conducted in accordance with the FSW Test Plan and the test procedure.
   - Test was successful and produced the expected results.
   - Test logs, printouts, and reports are correct and complete.
   - Any problems encountered during the execution of the test are documented in the form of a DCR.
   - Any unexpected or unique features of the FSW are documented and reviewed for submission to the FOT.
3. The Test Lead shall record on the form any issues and comments raised during the review. Indicate on the form whether the entry is an issue or a comment.
   - **Issues** are any points, matters, objections, problems, concerns, flaws or mistakes that require the test product developer to take some action in order for the material to be acceptable. All issues shall eventually be resolved by the test developer and reviewed and approved by the Test Lead before the product under review is certified.
   - **Comments** – A general informational comment on some aspect of the product under review that requires no further action be taken. For comments, enter "Comment Only" in the Resolution column.
4. At the end of the review, if there are **no** issues, the Test Lead shall certify the test product by signing and dating the FSW Test Review Form. The Test Lead shall keep the original form and enter it into the test results package at the time that it gets archived.
5. If there **are** issues, then the Test Lead shall assign a due date for their resolution, photocopy the FSW Test Review Form, and give the original to the test product developer. The test developer shall endeavor to resolve the issues.

After the review:

1. The test product developer shall resolve all the issues and write a summary of the **issue resolutions** on the original copy of the FSW Test Review Form.
2. The test developer shall present the form and any other supporting material to the Test Lead.
   2.1. The Test Lead shall review the resolutions of the issues and, if satisfactory, certify the test product by signing and dating the form. The Test Lead shall keep the original form and enter it into the test results package at the time that it gets archived.
   2.2. Otherwise the test developer shall re-work the issues and update the FSW Test Review Form until the Test Lead is satisfied and can sign the form.

FSW Test Review Form (Continuation)

Test Name:	
Review Type: ☐ Scenario ☐ Procedure ☐ Test Results	**Review Date:**

Issue/Comment	Resolution
7.	7.
8.	8.
9.	9.
10.	10.
11.	11.
12.	12.
13.	13.
14.	14.